

HALLS, CEMETERIES & ALLOTMENTS COMMITTEE

Date: Monday, 11th September 2023

Title: Public Hall Events Report

Contact Officer: Venue & Events Officer

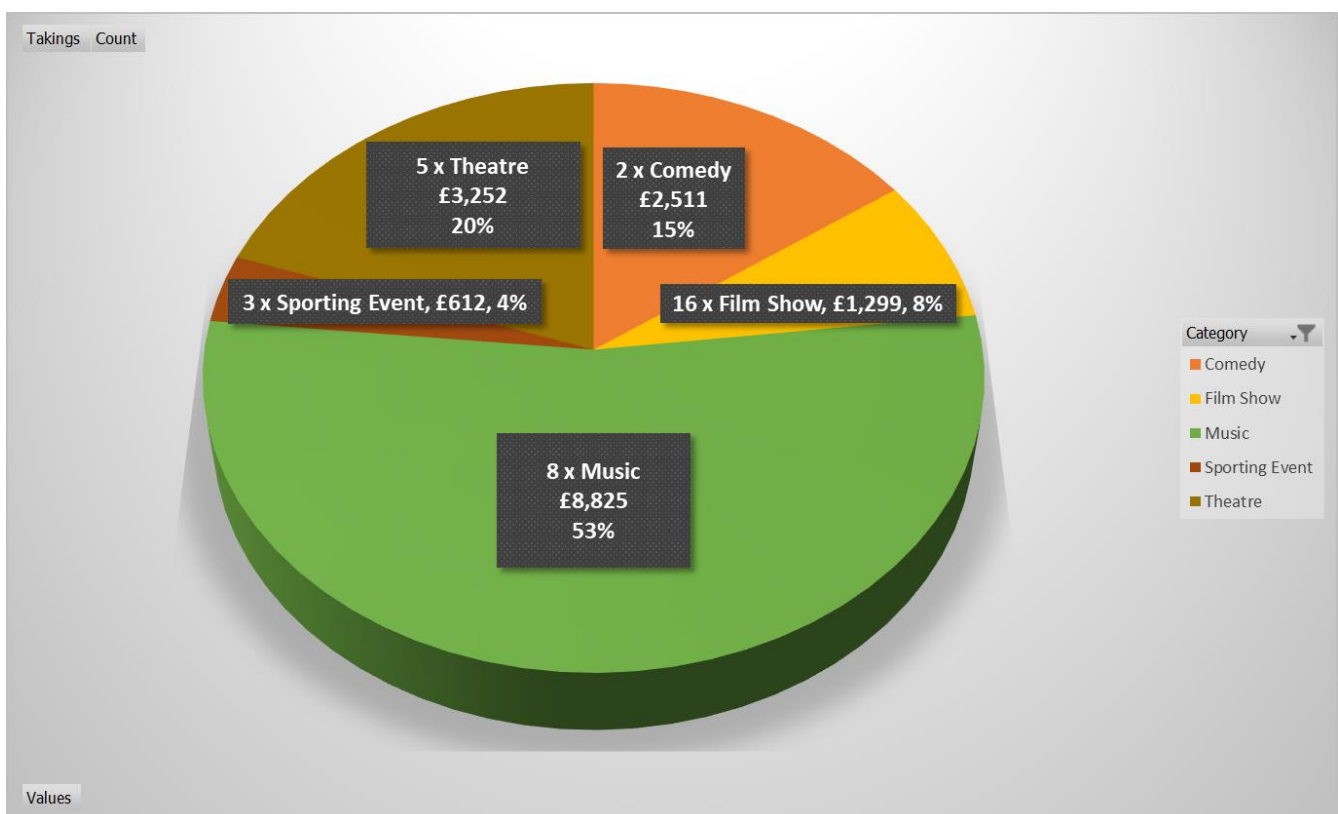
Background

The Corn Exchange has proved to be a popular venue and focal point for the town and community providing exciting, diverse and vibrant events that have increased in numbers over the past 18 months.

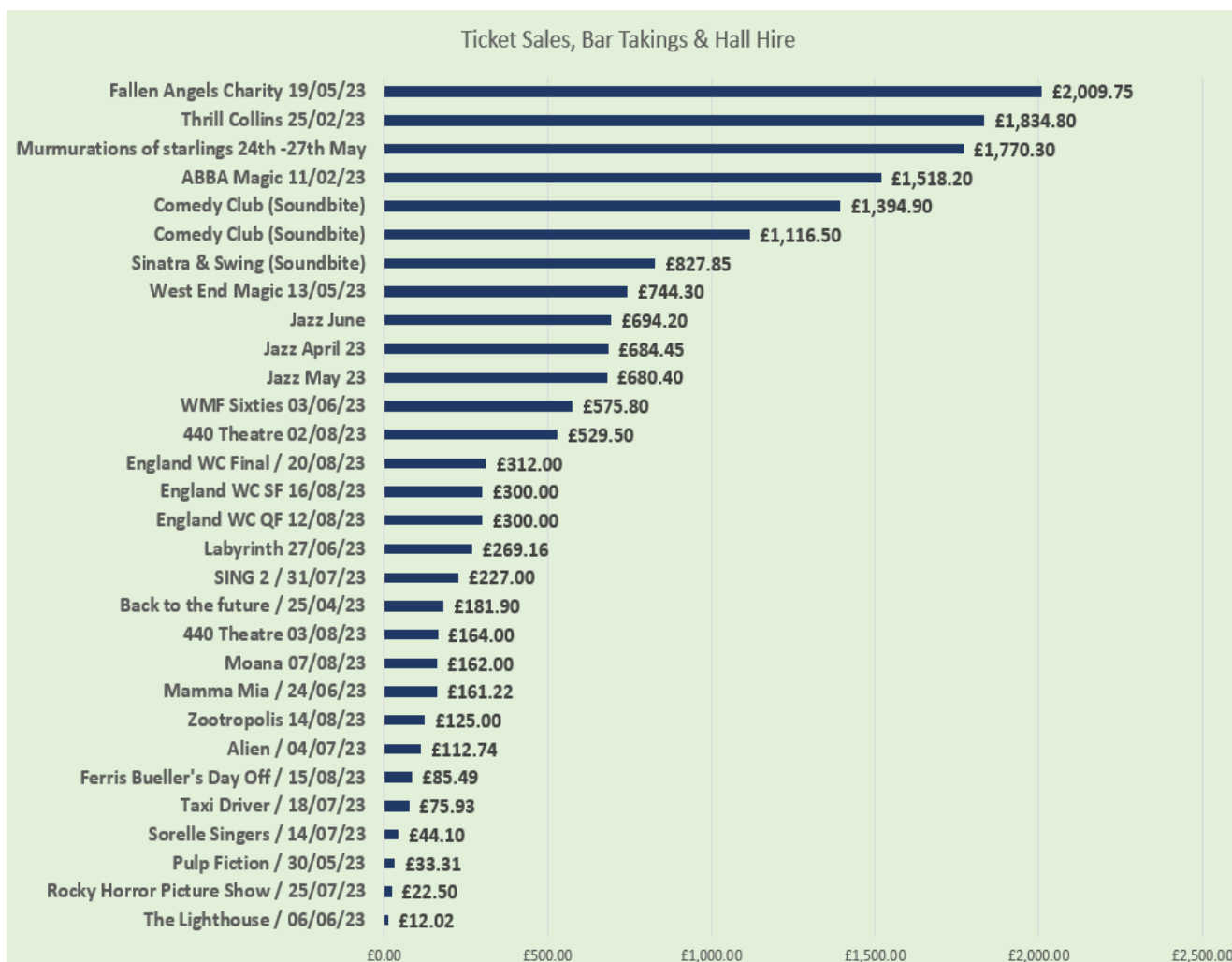
It now hosts a variety of events throughout the year ranging from theatre and comedy to music and lectures. The Venue and Events Officer and the Venue and Events Assistant are currently working on upcoming events in the Corn Exchange over the Autumn and Winter period. These events will run alongside any additional third-party bookings ensuring there is a varied range of different events to look forward.

Current Situation

To demonstrate the usage of the main hall the chart below details the most common categories of events held this year including the total income received.



The following table provides further detail of the events held noting the top line was a charity event and not income received by the Council.



Confirmed Witney Town Council Events in the Corn Exchange: (please note not all promoted yet)

- Denotones 60's tribute music event September 23rd
- Shadowing Hank, Hank Marvin Tribute November 10th
- Oktoberfest with live music, October
- Murder Mystery Night, 18th November
- Ongoing Film club, every other Tuesday night on the big screen until the end of November, to recommence in January.
- Open Mic Night, first Thursday of every month

Confirmed third party events:

- Witney Jazz Club, first Friday of every month
- 9 – 5 the Musical, Buttercross Theatre 7th – 9th September

- Jeff Dayton, Glenn Campbell and country classics, Soundbite UK 22nd September
- George Michael tribute, Soundbite UK 30th September
- Witney Wine Festival, Eynsham Cellars 7th October
- Elvis Tribute, Soundbite UK 20th October
- The Monkey's Paw & The 39 Steps, Witney Dramatic Society 26th – 28th October
- Rod Stewart Tribute, Soundbite UK 4th November
- Pantomime, Buttercross Theatre 15th December – 31st December
- Comedy Club, Soundbite UK January 26th

Now that there is a dedicated Café and Bar Manager, there can be more focus on producing a quarterly 'what's on' leaflet in addition to the current promotional methods.

Proposal for change to Group 4 hire charge.

Current status of Group 4 rates

Performance (weekday)

- ½ Day: £200.00
- Full Day: £400.00

Performance (weekend)

- ½ Day: £300.00
- Full Day £600.00

Technical/Dress Rehearsal (weekday)

- ½ Day: £150.00
- Full Day: £300.00

Technical/Dress Rehearsal (weekend)

- ½ Day: £200.00
- Full Day: £400.00

New Proposal

The new Group 4 proposed charge will remove the weekday and weekend charge variance and apply to any show where an audience is in attendance and being charged to attend:

- £300 for a half day (Minimum hire period)
- £600 for a full day

This charge will include use of all facilities including the bar at no additional cost.

For tech and dress rehearsals with no audience in the new Group 4 tech and dress charge will apply to any day of the week:

- £150 for a half day
- £300 for a full day

This does not include hire of the bar but does include all Main Hall facilities.

This proposed change will simplify the booking process and administration within the Council and help maximise the potential use of the bar and café.

The hire charges remain competitive as will be demonstrated in future reports in line with the review of rates charged.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

Described here or as stated in the report above.

The Corn Exchange is operating to budget with no forecasted risks of annual overspend.

Recommendations

1. Members are invited to note the report.
2. Whether to simplify the Group 4 categories as above.